

Civil Service Commission

The San Luis Obispo County Civil Service Commission
Regular Session Meeting
Wednesday January 19, 2012 @ 9:00 A.M.
1055 Monterey Street, Suite D-271, San Luis Obispo, CA



MEMBERS OF THE COMMISSION
Jeannie Nix, President
Jay Salter, Vice President
William Tappan
Robert Bergman
Arthur Chapman

MINUTES

Present: President Jeannie Nix, Vice President Bill Tappan, Commissioner Art Chapman, Commissioner Robert Bergman, Commissioner Jay Salter

Staff: Commission Secretary Tami Douglas-Schatz; Commission Clerk Robin Mason

Counsel: Rita Neal, Commission Counsel

1. Call to Order/ Flag Salute/ Roll Call

President Nix called the meeting to order at 9:02 A.M. and led the flag salute.

2. Election of Officers

Commissioner Chapman moved to nominate Bill Tappan as Civil Service Commission President. Commissioner Bergman seconded the motion. Commissioner Tappan declined the nomination and made a motion to nominate Jeannie Nix as CSC President and Jay Salter as CSC Vice President; Commissioner Bergman seconded the nominations. Discussion was opened for comment before conducting a roll call vote.

Commissioner Salter commented that the Commission had established protocol and should keep the rotation as noted in the CSC guidelines. Commissioner Bergman commented that in order to keep continuity in resolving existing issues, he stood behind the nomination of President Nix to serve another year and Commissioner Salter as Vice President which keeps with the existing rotation.

Commissioner Chapman expressed his respect for President Nix and commented that he preferred the current tenor of the guidelines.

Commissioner Tappan referred to the guidelines and explained that the operative word is, "may" in determining whether to go by rotation.

President Nix opened the meeting to public comment regarding the election of officers. Ken Tasseff, Personnel Analyst and Mark McKibben, Personnel Analyst, commented and recommended that the succession, as indicated in the CSC Guidelines, be maintained.

Commissioner Chapman agreed with staff regarding the election of officers as stated in the guidelines. However, Commissioner Bergman indicated that the succession wording is a guideline and not a policy. Further discussion occurred regarding this difference of interpretation among all of the commissioners. John Schwind, County Safety Officer, commented on the intent of the guidelines.

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Chief Rob Reid, County Sheriff Department addressed the Commission and asked how the Commission would treat other rules and expressed concern regarding their interpretation of other CSC rules in the future.

The Commission replied to the comments made by the public regarding the election of officers and then President Nix called for a roll call vote. The motion carried 4-1-0.

Roll Call Vote:

| | |
|-----------------------|-----|
| Vice President Tappan | Yes |
| Commissioner Chapman | Yes |
| Commissioner Bergman | Yes |
| Commissioner Salter | No |
| President Nix | Yes |

3. Public Comment Period

Members of the public wishing to address the Civil Service Commission on matters other than those scheduled below may do so when recognized by the President. Presentations are limited to three minutes per individual.

Ken Tasseff, Personnel Analyst, commented.

Being no further requests to speak, President Nix closed the public comment period.

4. Approval of Minutes

The Minutes for December 12, 2011 and December 13, 2011 Special CSC Meetings were reviewed by the Commission. Commissioner Chapman moved to approve both sets of Minutes as submitted; Commissioner Tappan seconded; the motion carried 5-0-0.

5. Reports

Commission President

President Nix addressed the group and requested the item regarding the election of the Commission President be added to the next regular meeting agenda for further discussion.

President Nix referred to the Brown Act Training at the December 21, 2011 meeting and requested Ms. Neal draft an opinion regarding the Commission's long standing practice of going to lunch together. Ms. Neal clarified that long standing practices do not override what the law requires and recommended against it but agreed to draft an opinion for the commission review at the next meeting.

Commission Subcommittees

President Nix reported that she and Commissioner Tappan have reviewed a confidential report authored by HR Director, Tami Douglas-Schatz with Commission Counsel Rita Neal. It was decided that the remaining Commissioners would make an appointment with Ms. Neal to review the report individually and discuss at a later date.

Commission Counsel

Rita Neal reported that she met with President Nix and Commissioner Tappan regarding the confidential report and invited all Commissioners to her office to review the report. Ms. Neal also stated that she was working on a written opinion regarding the Brown Act.

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President Nix complimented Ms. Neal and thanked her for the time she spent answering her questions during their meeting and moved to secretary's time after stating that there was a meeting scheduled in the Human Resources Department at 4 p.m. regarding the RFP process.

Commission Secretary

Commission Calendar

Tami Douglas-Schatz stated that the next hearing is scheduled for February 6th and 8th and there were no other dates needed.

Draft Response Letter

Ms. Douglas-Schatz referred to item 5d(1) regarding the Draft Response Letter to Mr. Conger. She described how Mr. Conger had brought forth a letter at a previous meeting requesting a 20 day period for hearing appeals. She expressed her appreciation for the comment and stated that timeliness is a goal for HR and CSC and the issue was discussed as a group. Commissioner Chapman made a motion to approve the response letter regarding Mr. Conger's Public Comment as amended (Attachment A) and instruct President Nix to sign; Bob Bergman seconded; the motion carried 5-0-0.

Board of Supervisors' Response Letter

Ms. Douglas-Schatz referred to the signed letter regarding the Working Group that President Nix and Commissioner Tappan placed on the record at the December 21, 2011 Regular Meeting and distributed the response (Attachment B) per the Board of Supervisors' direction.

President Nix stated that she and Commissioner Tappan would be sending a letter back to the Board to correct some of the information. Commissioner Bergman expressed his appreciation to the Board of Supervisors for sending the letter to the Commission as requested.

Commissioner Tappan requested the Enabling Legislation section be printed with the CSC Rule book; Ms. Douglas-Schatz stated that the HR Department will print rule books with this section included.

6. Closed Session (per government Code Section 54957): Continued Hearing and Deliberations regarding Appeal #A10-010

7. Adjournment

President Nix reported out of closed session deliberations; no decision was made, guidance was given to counsel regarding the Findings and Decision regarding appeal #A10-010. Being no further business, the meeting was adjourned by President Nix at 2:49 P.M.

** Note: These minutes reflect official action of the Civil Service Commission. A digital record exists and will remain as the official, complete record of all proceedings by the Civil Service Commission.*